

## Dstl Job Profile

<p><b>Section One – Summary Details</b></p>
<p><b>Job Title</b> Laboratory Technician</p>
<p><b>Level</b> Level 2/3</p>
<p><b>Location</b> Porton Down, Salisbury, Wiltshire</p>
<p><b>Security Clearance Required</b> This position will require UK Security Clearance and all candidates must have resided in the UK for the last 5 years. This role is only open to British Nationals, Dual Nationals cannot be considered.</p>
<p><b>Section Two – About the role</b></p>
<p><b>Introduction / Purpose</b> The Defence Science and Technology Laboratory (Dstl) delivers high-impact science for the UK's defence, security and prosperity. In order to do this, we need self-motivated people who can apply their skills to ensure we are at the forefront of science. We work in niche areas which are sensitive in nature, operationally-critical to the UK and internationally recognised in importance.</p> <p>Dstl's Chemical, Biological and Radiological (CBR) Division has multiple vacancies for Laboratory Technicians to work within both its growing Chemical and Biological Analysis and Attribution Capability (CBAAC) and well-established Microbiology and Aerosol Sciences (MAS) group.</p> <p><b>Analytical Chemistry Team (CBACC) – Career Level 2/3</b></p>

Successful candidates will be part of a highly skilled and motivated team, providing critical support to scientists, working collaboratively to grow and mature the capability. As a laboratory technician they will support the day-to-day operations of the various laboratories across the Analytical Chemistry Facility by performing routine technical tasks using tried and tested tools and techniques and providing direct support to experimental work. They will receive appropriate training to work safely and securely in our laboratories, within an ISO 17025 quality system.

### **Implementation Team (MAS) – Career Level 2**

The microbiology laboratory technician will support both practical laboratory scientific research and safe systems of laboratory working within our world class high-containment laboratories. The successful applicant will be passionate about a career in the microbiological sciences, somebody who has excellent interpersonal skills and who works well in a fast-paced goal-oriented driven team. Comprehensive safety induction and training will be provided.

### **We are looking for someone who has:**

- A desire to learn on the job
- A willingness to get involved in hands on work, maintaining high standards of safety and quality
- Delivers to a high standard and takes pride in their work
- Ability to work flexibly, independently and as part of a team
- Desire to develop their personal and professional skills through training and mentorship

### **In this role you will:**

#### Analytical Chemistry Team (CBAAC)

- Adhere to working within ISO 17025 laboratories, ensuring clear audit trails are maintained
- Ensure specific activities related to ISO 17025 accreditation are completed daily e.g. recording fridge temperatures and balance calibrations and ensuring information is recorded accurately

- Carry out general housekeeping of the various laboratories occupied by Analytical Chemistry and work of a series of self-contained tasks
- Use and maintain a variety of general laboratory equipment
- Ensure chemicals and consumable stock levels are maintained through regular audits and replenishing stock through use of Dstl's standard and non-standard procurement processes
- Maintain chemical inventories for all laboratory and track and update the information using the electronic chemicals repository
- Facilitate disposal of laboratory and general waste to ensure safe and timely disposal
- Provide technical support to the Analytical Chemistry Facility and projects through preparation of customer swab kits, preparatory and maintenance of sorbent sampling tubes for customers and updating their status on an in-house database
- There may be potential to train and develop skills in sample preparation activities, analytical instrument maintenance and sample analysis

### Implementation Team (MAS)

In this diverse and interesting role the successful applicant will have responsibilities including: the provision of technical support to our world-class scientists, general housekeeping, management of laboratory waste streams, stock control and inventory management. As an integral part of the team you will work alongside our Workplace Managers to help ensure the safe operation of our containment facilities. Full training for the role will be provided alongside the option of further study for an industry recognised qualification (i.e. NEBOSH General Certificate).

### Job Dimensions

#### **Analytical Chemistry Team**

The Analytical Chemistry Team currently consists of approximately 30 staff managed by 2 Team Leaders. The expertise within the team includes Lab Assistants, Lab Technicians, Analytical

Chemists, Senior Analytical Chemists, Principal Analytical Chemists and a Technical Leadership team. You will be part of the AC Team working within CBR Division's Chemical and Biological Analysis and Attribution Capability, where you will interact with scientists of mixed subject areas.

### Implementation Team

The Implementation Team currently consists of 12 staff who are responsible for the safe operation of approximately 45 highly specialised laboratories (operating at containment levels 2, 3 and 4) in support of around 100 staff. The team comprises 4 lab technicians and 7 Workplace Managers who report to a Team Leader.

## Section Three – Success Profiles

### Technical Skills

#### Qualifications

#### Analytical Chemistry Team

##### Essential

- GCSE (or equivalent) in English, Mathematics and Science

##### Desirable

- A-Level (or equivalent) in Chemistry

#### Implementation Team

##### Essential

- GCSEs in Maths, English and Science
- A-Level (or equivalent) in biology

##### Desirable

- NEBOSH - General certificate

### Skills

#### Essential

- Proven record as a good team player
- Effective time management

<ul style="list-style-type: none"> <li>• Proactive and takes ownership for delivery</li> <li>• Flexible approach and ability to deliver at pace</li> <li>• Computer literacy skills</li> </ul> <p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>• Proficient in the use of MS Office suite (Word, Excel, Outlook, Powerpoint)</li> </ul>
<p><b>Experience</b></p> <p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• Experience of working in a team</li> </ul> <p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>• Experience of working in chemistry laboratories or microbiological containment facilities (as appropriate to role)</li> <li>• Experience of working within a quality system</li> </ul>
<p><b>Memberships</b></p> <p>None</p>
<p><b>Behaviours:</b></p> <p><b>Essential</b></p> <p><b>Working Together</b></p> <p>You will form effective partnerships and relationships with people both internally and externally, from a range of diverse backgrounds, sharing information, resources and support.</p> <p><b>Delivering at Pace</b></p> <p>Ensure delivery of timely and quality outputs with focus and drive.</p> <p><b>Communicating and Influencing</b></p> <p>Communicate with others in a clear, honest and enthusiastic way in order to build trusted partnerships. Consider the impact of language used to explain complex issues in an accessible format. Remain open-minded and impartial in discussions, whilst respecting the diverse interests and opinions of others.</p>

**Managing a Quality Service**

Adhere and work within a quality system to deliver high quality outputs to customers and stakeholders.

**Making Effective Decisions**

Use evidence and knowledge to support accurate, expert decisions and advice. Carefully consider alternative options, implications and risks of decisions.

**Desirable**

**Leading and communicating**

Must be able to communicate effectively with Team Members, TL, Quality Team etc.

**Changing and Improving**

Seek out opportunities to create effective change and suggest innovative ideas for improvement. Review ways of working, including seeking and providing feedback.

**Section Four – Additional Information**

**Main Contacts and Relationships**

- Team Leader
- Team Members
- Technical Leaders
- Quality Team
- Senior Scientific Staff

**Key Performance Indicators**

- Safety, security and quality standards are met
- Effective communication skills
- Routine laboratory work is performed with due diligence in a safe and secure manner
- Understanding and compliance with Dstl's safety processes and mandated legislation

**Reports to**

Team Leader, Technical Leads and Workplace Managers.

**Working conditions**

- Flexible working arrangement, but predominantly within a laboratory environment, open plan office.
- Expected to wear personal protective equipment
- Undergo annual health surveillance monitoring (skin, lung function test)
- Blood cholinesterase monitoring as required
- Travel to other parts of the business, industry and academic institutions

At Dstl, our vision is to have a modern way of working efficiently, accommodating and enabling our people to create, collaborate and deliver innovative science and technology with our partners, working in a way they need to wherever they need to.

**Job Hazards**

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| <ul style="list-style-type: none"> <li><input type="checkbox"/> Work in excessive noise</li> <li><input type="checkbox"/> Work involving strenuous effort</li> <li><input checked="" type="checkbox"/> Work using display screens</li> <li><input type="checkbox"/> Shift work/Night work</li> <li><input type="checkbox"/> Work in isolation</li> <li><input type="checkbox"/> Work at heights</li> <li><input type="checkbox"/> Work using vibratory tools</li> <li><input type="checkbox"/> Work involving food handling</li> </ul> | <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Working with Skin irritants / Sensitisers</li> <li><input type="checkbox"/> Work involving driving</li> <li><input type="checkbox"/> Regular overseas travel</li> <li><input type="checkbox"/> Work involving dusty processes</li> <li><input type="checkbox"/> Confined Space/Escape BA sets</li> <li><input checked="" type="checkbox"/> Work can be stressful at times</li> <li><input checked="" type="checkbox"/> Other (<i>please specify below</i>)</li> </ul> |
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***Work with Acute Toxicity Category 1 Materials (Analytical Chemistry Team)***

***Work with HSE hazard group 1 & 2 pathogens (Implementation Team)***